

West Hartford Substance Abuse Prevention Commission (SAPC)
Meeting Minutes
November 10, 2016

Attendees: Members (Joe Kalache, Dave Pauluk, Joan Biajioni, David Eppner, Benjamin Grippo, Nordia Napier, Joanna Curry-Sartori, Chastity Rodriguez, Jean Schensul, Jaclyn Dulude, Grace Johnson, Sagar Patel, Ed D'Addio), Other (Essie Labrot, Garmon Newsom, Yifrah Kaminer, Kimberly Ambroise, John Mancini)

Meeting called to order 5:00 pm. by Joanna Curry-Sartori

Roll Call

As this meeting was the first organizational of the new board members, it was voted unanimously to not include a public comment portion.

Introductions: New Commission members introduced themselves, what they represent on the commission, their interest in serving.

Purpose of the commission stated: "A Permanent Substance Abuse Prevention Commission is hereby established for the purpose of advising the Town Counsel on ways that it may help address the problems of substance abuse in the entire West Hartford population."

Presentation Procedures/ Duties of the Commission: (Essie Labrot, Town Clerk and Garmon Newsom, West Hartford Corporate Council) Topics discussed included:

- Agenda and minutes- preparation and posting
- Attendance – commission members speak with chair if miss more than 3 meetings in a row
- Standing Rules: See standing rules for Town Council. We can create standing rules for SAPC. Among other things, this will clarify how the commission wants to allow for public comment in meetings.
 - Motion for Joanna Curry-Sartori, David Eppner and Ed D'Addio to be rules sub-committee and create draft of standing rules to present back to commission at next SAPC meeting. Motion unanimously approved.
- As member, you are town official. Commission business needs to occur in meetings. No business can be conducted in unofficial gathering (this includes email).
- Commission can decide how/ if it wants to follow Robert's rules- benefits discussed.

Process to appoint chair (Presented by Joanna Curry-Sartori)

- The commission needs to appoint a chair and vice chair. Joanna Curry-Sartori serves as the coordinator (prepares minutes, agendas, etc.)
- Motion: All voting members interested in serving either as chair or vice chair will notify the commission at next meeting and present why they want to serve in this capacity.
- Motion unanimously approved.
- Motion to appoint Chastity Rodriguez as temporary chair for next meeting. Motion approved.

CASAC Grant (Presented by Joe Kalache)

- Joe Kalache, on behalf of social services manages the CASAC grant---\$7,141.55 to be allocated to prevention services.
- Currently there is a request for proposals. Anyone can apply. If interested they should complete the form from Joe and submit to him. Additionally if possible they should attend the next meeting to present their proposal.
- Motion: At the next meeting the SAPC will hear presentations for proposals and will vote on what requests they recommend the Town Council should approve for this grant. Motion unanimously approved.
- Joe will post info on the grant publically. (List serve, Renee McCue, etc.).

Meeting adjourned at 6:30 p.m.

Adjourn

Respectfully submitted,
Joanna Curry-Sartori, LMFT
November, 2016

